

View/Receive Files Pages

- These pages allow you to view or download your file maintenance, balance verification or posting notification records.
- You can also generate an account inventory of all debts certified by a specific agency.





TRIP External (Full Access)

File Maintenance: Allows you to establish new debts, change the balance of an existing debt, or change the name and address of an existing debt.

View/Receive Files: Allows you to view or download an agency's file maintenance, balance verification or posting notice files, or generate an account inventory.

Send File: Allows you to send a file to DOR.

Taxpayer Debt Summary: Allows you to query and get the taxpayer debt information.

Request Authorization: Allows you to request authorization for additional members of your staff to select agencies.

FAQ's: Displays information about DOR's refund interception program and contains a list of frequently asked questions.

Logout: Logs you out from the TRIP External (Full Access) module.

[File Maintenance](#)[View/Receive Files](#)[Send File](#)[Debt Summary](#)[Request Authorization](#)[FAQ](#)[Logout](#)

Messages

[TEST 1 MODIFIED\(05/17/2006\)](#)[NEW LEGISLATION\(04/21/2006\)](#)[TEST 3\(04/21/2006\)](#)[TEST 4 MODIFY AGAIN\(04/21/2006\)](#)[TEST 2\(04/21/2006\)](#)[THOSE THAT SHALL NOT BE NAMED
\(04/21/2006\)](#)[NO DOGS ALLOWED\(04/19/2006\)](#)

Click on the 'View/Receive Files' button to go to the 'View/Receive Files' menu page.



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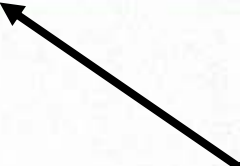
View/Receive Processed Files

File Maintenance

Balance Verification

Posting Notification

Account Summary



To view or download file maintenance records, click on the 'File Maintenance' button.


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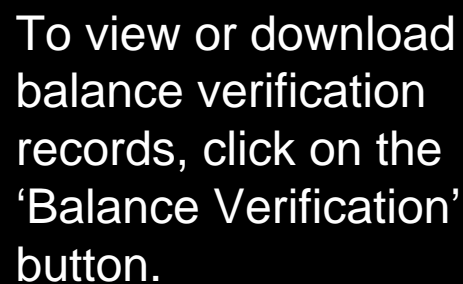
View/Receive Processed Files

File Maintenance

Balance Verification

Posting Notification

Account Summary



To view or download
balance verification
records, click on the
'Balance Verification'
button.



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View/Receive Processed Files

File Maintenance

Balance Verification

Posting Notification

Account Summary



To view or download
posting notice records,
click on the 'Posting
Notification' button.

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View/Receive Processed Files

File Maintenance

Balance Verification

Posting Notification

Account Summary

To view or download an account summary, click on the 'Account Summary' button.


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View/Receive Files

FILE MAINTENANCE RECORDS

Agency ID

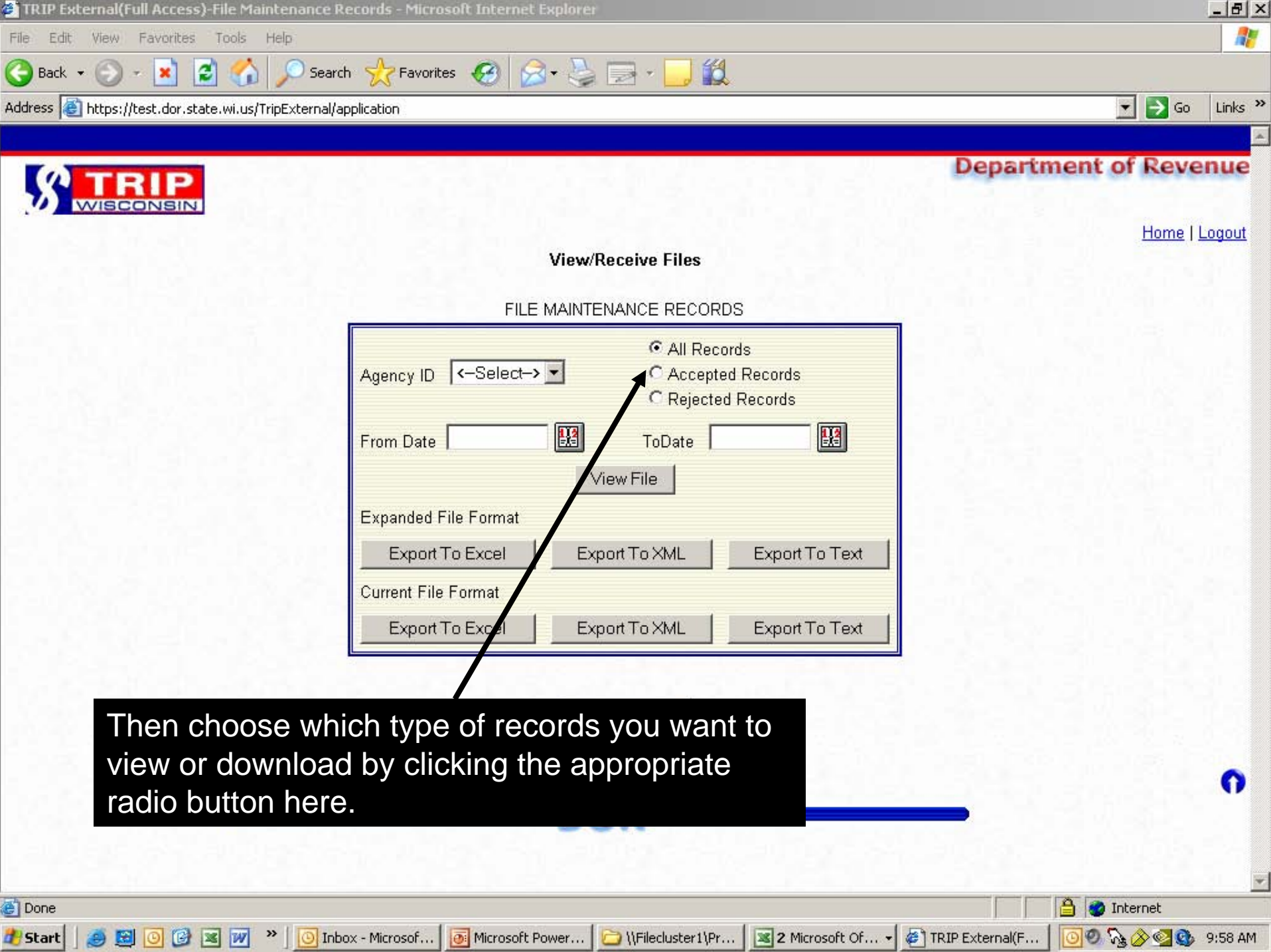
☒ All Records
☐ Accepted Records
☐ Rejected Records

From Date ToDate

Expanded File Format

Current File Format

This is the 'File Maintenance' search page. First, select an Agency ID from this drop-down menu. If you have access to only one account the selection will already be made for you.



View/Receive Files

FILE MAINTENANCE RECORDS

Agency ID

From Date ToDate

☒ All Records
☐ Accepted Records
☐ Rejected Records

Expanded File Format

Current File Format

Then choose which type of records you want to view or download by clicking the appropriate radio button here.



View/Receive Files

FILE MAINTENANCE RECORDS



Agency ID		<input checked="" type="radio"/> All Records
		<input type="radio"/> Accepted Records
		<input type="radio"/> Rejected Records
From Date		To Date
Expanded File Format		
Current File Format		

Next, enter a 'From Date' . . .

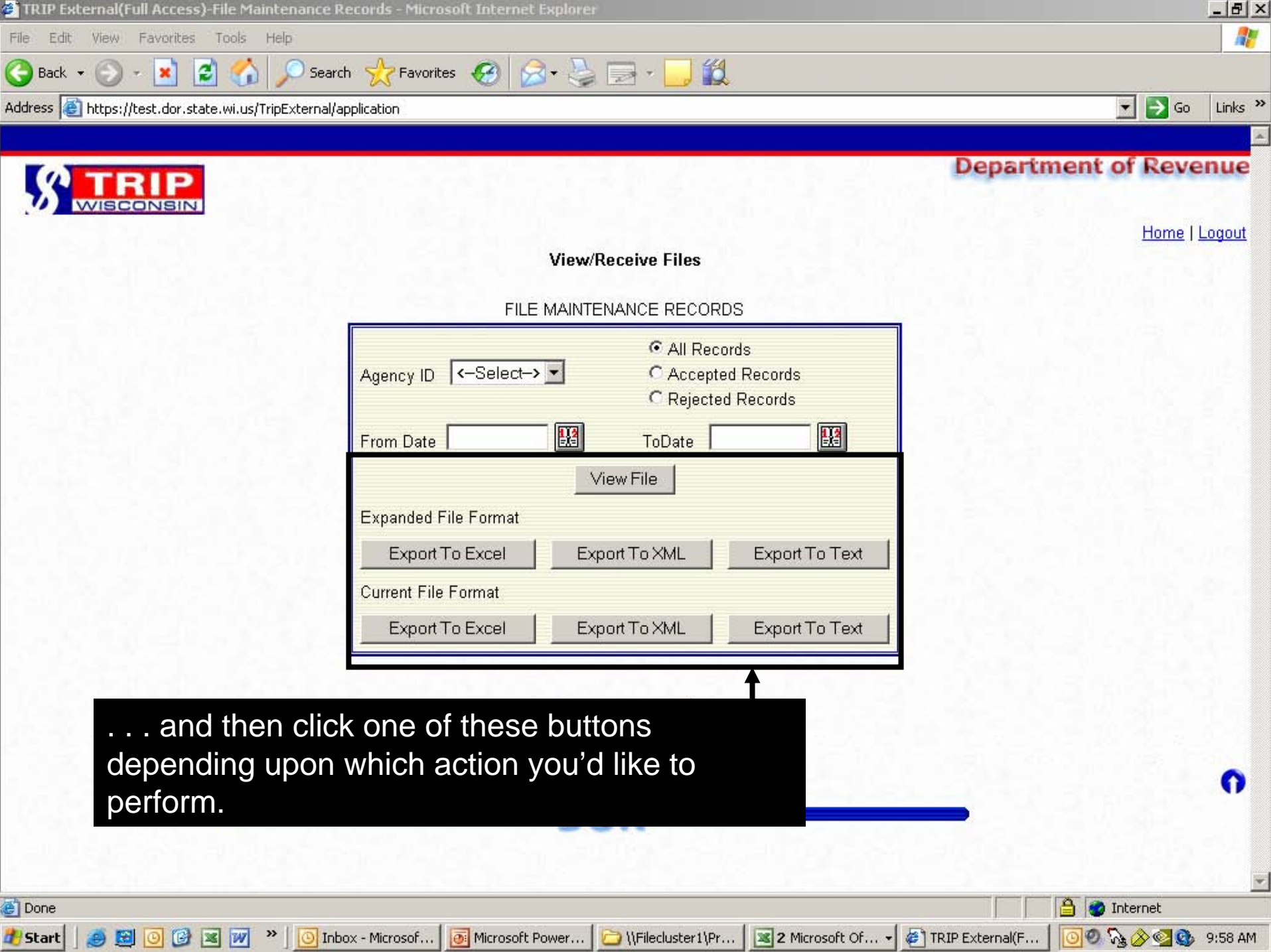


View/Receive Files

FILE MAINTENANCE RECORDS

Agency ID	<input type="text" value="--Select--"/>	<input checked="" type="radio"/> All Records
		<input type="radio"/> Accepted Records
		<input type="radio"/> Rejected Records
From Date	<input type="text"/>	To Date <input type="text"/>
		
<input type="button" value="View File"/>		
Expanded File Format		
<input type="button" value="Export To Excel"/>	<input type="button" value="Export To XML"/>	<input type="button" value="Export To Text"/>
Current File Format		
<input type="button" value="Export To Excel"/>	<input type="button" value="Export To XML"/>	<input type="button" value="Export To Text"/>

... and a 'To Date' for your report, ...



View/Receive Files

FILE MAINTENANCE RECORDS

Agency ID	<input type="text" value="--Select--"/>	<input checked="" type="radio"/> All Records
		<input type="radio"/> Accepted Records
		<input type="radio"/> Rejected Records
From Date	<input type="text"/>	To Date <input type="text"/>
<input type="button" value="View File"/>		
Expanded File Format		
<input type="button" value="Export To Excel"/>	<input type="button" value="Export To XML"/>	<input type="button" value="Export To Text"/>
Current File Format		
<input type="button" value="Export To Excel"/>	<input type="button" value="Export To XML"/>	<input type="button" value="Export To Text"/>

... and then click one of these buttons depending upon which action you'd like to perform.



View/Receive Files

901- 001 TOWN OF ROME

FILE MAINTENANCE - All Records

From Date : 06/01/2006 To Date : 06/29/2006

Rec. No.	Tran Type	SSN	FEIN	DLN	AIN	Name	Debt No.	Source	Balance	Error	Process Date
1	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
2	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
3	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
4	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
5	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
6	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
Start Previous Next End 1 to 6 of 6											

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If you clicked the 'View File' button, you'll see a report of your file maintenance records within the date range you've chosen.



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View/Receive Files

901- 001 TOWN OF ROME

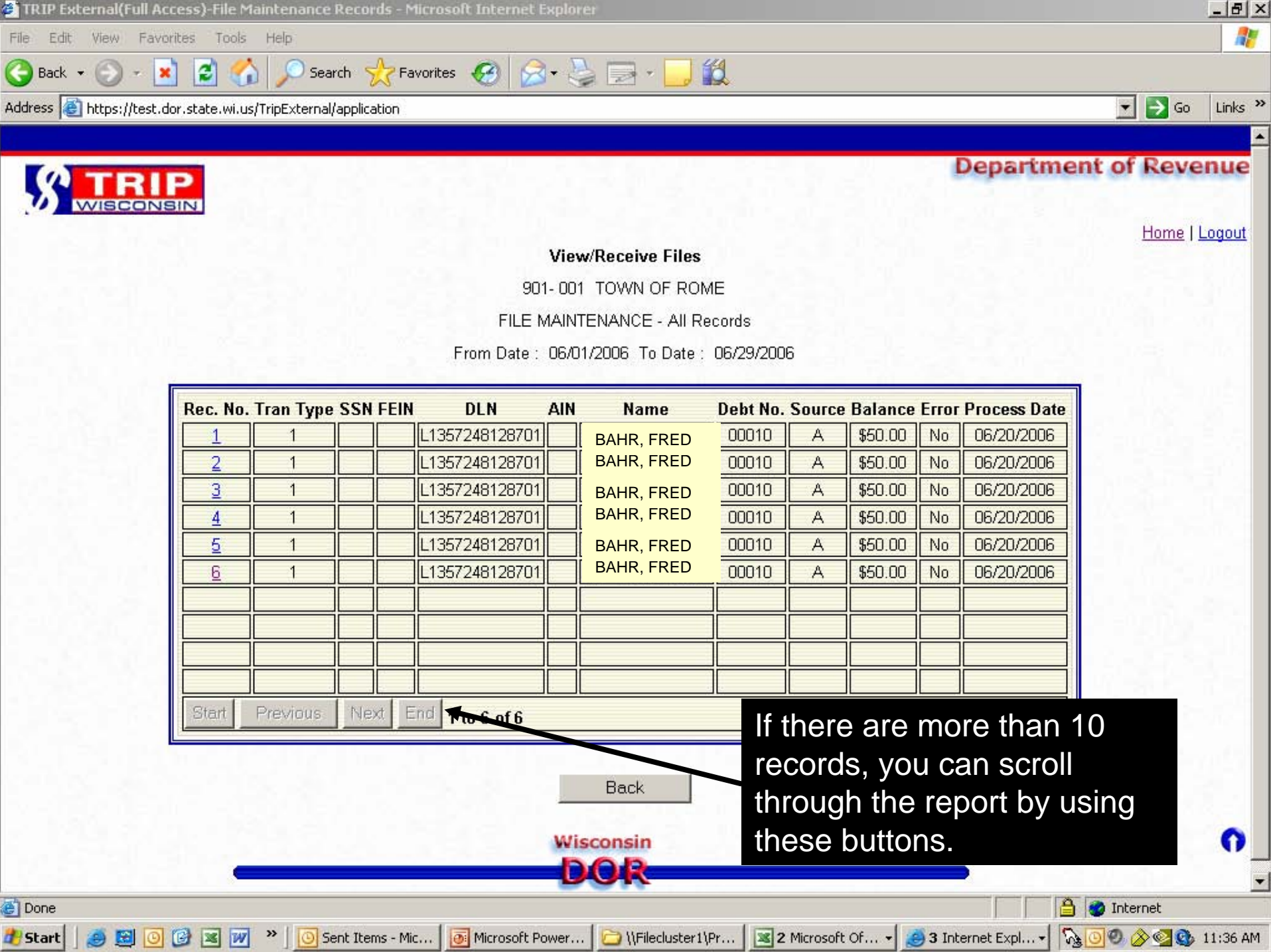
FILE MAINTENANCE - All Records

From Date : 06/01/2006 To Date : 06/29/2006

Rec. No.	Tran Type	SSN	FEIN	DLN	AIN	Name	Debt No.	Source	Balance	Error	Process Date
1	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
2	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
3	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
4	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
5	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
6	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
<div> Start Previous Next End 1 to 6 of 6 </div>											

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The records are in alphabetical order for each 'Process Date', with the latest records shown first.



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FILE MAINTENANCE - All Records

From Date : 06/01/2006 To Date : 06/29/2006

Rec. No.	Tran Type	SSN	FEIN	DLN	AIN	Name	Debt No.	Source	Balance	Error	Process Date
1	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
2	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
3	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
4	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
5	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006
6	1			L1357248128701		BAHR, FRED	00010	A	\$50.00	No	06/20/2006

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If there are more than 10 records, you can scroll through the report by using these buttons.



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FILE MAINTENANCE - All Records

From Date : 06/01/2006 To Date : 06/29/2006

The 'Next' button will take you to the next 10 records. The 'End' button will take you to the end of the report.

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FILE MAINTENANCE - All Records

From Date : 06/01/2006 To Date : 06/29/2006

The 'Previous' and 'Start' buttons work the opposite of 'Next' and 'End', respectively.

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View/Receive Files

901-001 TOWN OF ROME

FILE MAINTENANCE - All Records

From Date : 06/01/2006 To Date : 06/29/2006

To view the detail for a single record, click on the 'Rec. No.' hyperlink.

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View/Receive Files

901- 001 TOWN OF ROME

FILE MAINTENANCE ACCEPTED RECORD

Name :	BAHR, FRED		
Address :			
City :	State :	WI	ZIP :
Transaction Type:	New Debt	Error :	No
SSN :	FEIN :		
DLN :	L1357248128701	AIN :	
Debt No. :	00010	Balance :	\$50.00
Source :	Agency		
Description :	No Error Found		
Process Date :	06/20/2006		

This is the detailed view of a file maintenance record. If this were a rejected record, the error description would be displayed here.



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View/Receive Files

FILE MAINTENANCE RECORDS

Agency ID	<input type="text" value="901-001"/>	<input checked="" type="radio"/> All Records	
		<input type="radio"/> Accepted Records	
		<input type="radio"/> Rejected Records	
From Date	<input type="text" value="06/01/2006"/>	To Date	<input type="text" value="06/29/2006"/>
<input type="button" value="View File"/>			
Expanded File Format			
<input type="button" value="Export To Excel"/>		<input type="button" value="Export To XML"/>	
<input type="button" value="Export To Text"/>			
Current File Format			
<input type="button" value="Export To Excel"/>		<input type="button" value="Export To XML"/>	
<input type="button" value="Export To Text"/>			

The export buttons all function in a similar fashion. You must choose both a file format (expanded or current, please see the User Manual for details) and a file type (MS Excel, XML, or Text).



View/Receive Files

FILE MAINTENANCE RECORDS

Agency ID	<input type="text" value="901-001"/>	<input checked="" type="radio"/> All Records	
		<input type="radio"/> Accepted Records	
		<input type="radio"/> Rejected Records	
From Date	<input type="text" value="06/01/2006"/>	To Date	<input type="text" value="06/29/2006"/>
<input type="button" value="View File"/>			
Expanded File Format			
<input type="button" value="Export To Excel"/>		<input type="button" value="Export To XML"/>	
<input type="button" value="Export To Text"/>			
Current File Format			
<input type="button" value="Export To Excel"/>		<input type="button" value="Export To XML"/>	
<input type="button" value="Export To Text"/>			

For example, clicking on the 'Export to Excel' button opens up a 'File Download' box. Follow the directions . . .

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Microsoft Excel - ExportToExcel.xls

File Edit View Insert Format Tools Data Window Help

Type a question for help

Arial 10 B I U

Reply with Changes... End Review...

A1

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O		
1						FILE MAIN	All Records										
2						901001	TOWN OF ROME										
3																	
4																	
5																	
6		Tran	Type	SSN	FEIN	DLN	AIN	Last Name	Last Name	First Name	MI	Organizat	Second L	Second F	Address L	City	Sta
7		1				L13572481		BAHR		FRFD							WI
8		1				L13572481		BAHR		FRFD							WI
9		1				L13572481		BAHR		FRFD							WI
10		1				L13572481		BAHR		FRFD							WI
11		1				L13572481		BAHR		FRFD							WI
12		1				L13572481		BAHR		FRED							WI
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new sheet

Ready

NUM

Start

Sent Items ...

Microsoft Po...

\\Filecluster...

The Latest I...

ExportToExl...

3 Internet...

11:43 AM

... and your report will be downloaded as an MS Excel document.



View/Receive Files

BALANCE VERIFICATION RECORDS

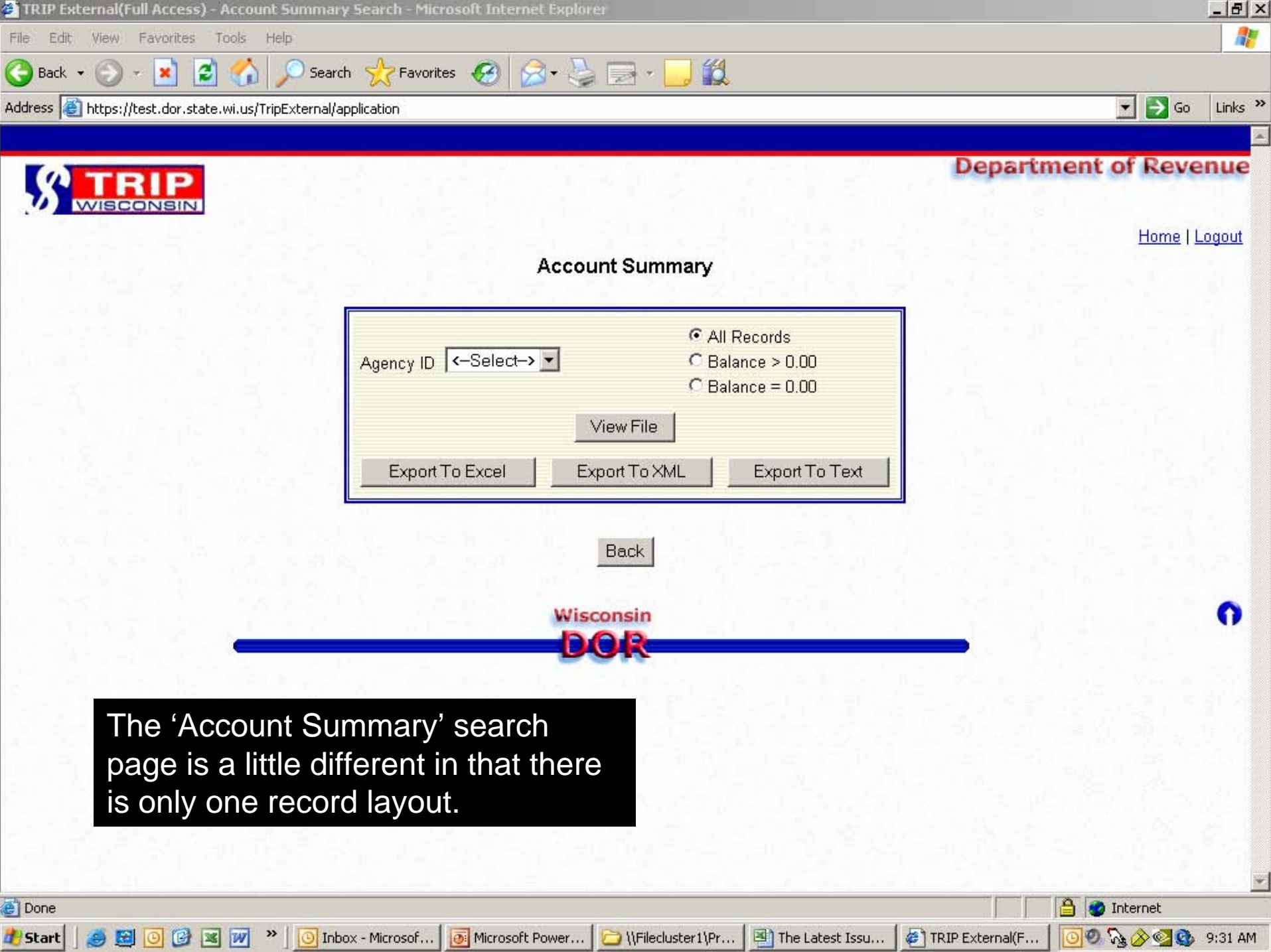
Agency ID

From Date To Date

Expanded File Format

Current File Format

The 'Balance Verification' and 'Posting Notification' pages function in the same fashion as the 'File Maintenance' page, except you don't choose a record type.





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Account Summary

List of Debts for Agency 285-001 : UNIVERSITY OF WISCONSIN-EAU CLAIRE

SSN	FEIN	DLN	AIN	Name	Address	City	State	Zip	Debt No.	Balance
395800971	-	-	285001	DOE, JOHN				00000	00001	\$2141.37
387801985	-	-	285001	GRANT, HUGH				00000	00001	\$570.84
389061454	-	-	285001	DAMON, JOHNNIF	524 Lake St	Eau Claire	WI	54703	00001	\$0.00
388823177	-	-	285001	RAMIREZ, MANNY	3503 Pickerign Place	Eau Claire	WI	54701	00011	\$1338.46
395981122	-	-	285001	IVERSON, ALI FN	430 1/2 Water Street Apt #1	Eau Claire	WI	54703	00001	\$803.67
397903543	-	-	285001	ROBERTS, JULIA				00000	00001	\$385.53
251532761	-	-	285001	WRIGHT, FRANK LLOYD	14 IDA ST					65
251532761	-	-	285001	TANG, WU	14 IDA ST					49
392984260	-	-	285001	CHAPPELLE, DAVE						14
396863433	-	-	285001	PATRICK, DAN	P.O. Box 208					13

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The debt records are listed in alphabetical order and the information shown includes the ID number used to certify the debt, the debt number and the current debt balance.

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